

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Special Event Permit for the Heathrow/Lake Mary Festival of the Arts, to be held at 1120 -1145 TownPark Avenue (Colonial Town Center).

DEPARTMENT: Planning and Development **DIVISION:** Planning

AUTHORIZED BY: Dori DeBord

CONTACT: Austin Watkins

EXT: 7440

MOTION/RECOMMENDATION:

APPROVE the request by the Lake Mary/Heathrow Festival of the Arts Committee – Applicant; for a 3-year Special Event permit for an annual art festival to be held at 1120 - 1145 TownPark Avenue (Colonial TownPark) according to the following conditions:

1. The event shall adhere to the following schedule:

November 3, 2007: 8am – 5pm

November 4, 2007: 10am – 5pm

October 31, 2008 - November 2, 2008: 8am - 10pm

November 6, 2009 - November 8, 2009: 8am - 10pm

2. The Lake Mary/Heathrow Festival of the Arts Committee shall bring an updated copy of the event's site plan to the Seminole County Planning Division for review no later than 45 days prior to the commencement of the event in 2008 and 2009.

3. Any substantial changes to the event or site plan, as deemed by the Planning Manager, shall require a new Special Event permit.

District 5 Brenda Carey

Austin Watkins

BACKGROUND:

The Lake Mary/Heathrow Festival of the Arts Committee is requesting a 3-year Special Event permit for the Lake Mary/Heathrow Festival of the Arts. The event is proposed to be held at the Colonial TownPark shopping center according to the following schedule:

November 3, 2007: 8am – 5pm

November 4, 2007: 10am – 5pm

October 31, 2008 - November 2, 2008: 8am - 10pm

November 6, 2009 - November 8, 2009: 8am - 10pm

The event will consist of art displays for sale, music, an antique car show, and food and alcohol sales. The event will be held entirely within the grounds of the Colonial Town Center and sanitation will be handled by the Lake Mary/Heathrow Festival of the Arts Committee through use of the existing shopping center facilities, additional port-o-lets, trash cans, and

dumpsters. The applicant is proposing that all off-street parking will be located at the 100, 200 and 300 Colonial TownPark Office Buildings and additional parking will be located at 701 and 801 International Parkway with a free shuttle bus to the event area. Security and traffic control will be handled by the Seminole County Sheriff's Department and the Lake Mary Police Department and medical issues will be handled by Seminole County Public Safety.

The applicant is requesting a Special Event permit that will be valid for 2007, 2008 and 2009. Historically, the event coordinators have annually made application for Board approval, however, since the event does not change its venue and the nature of the event stays the same, a request for multiple year approvals was submitted. Chapter 185 of the Seminole County Code, Outdoor Festivals and Exhibitions does not prohibit the requested 3-year approval. Staff has determined that the proposal meets all the application submittal requirements of Section 185.4 by providing the following:

- (1) A plan for adequate sanitation facilities and sewage disposal at the festival.
- (2) A plan for adequate parking facilities, which said parking facilities shall not be within the area of the festival, and a plan for the transportation of the patrons from said parking facilities to the festivals area.
- (3) A plan for adequate medical facilities for the festival.
- (4) A plan for the provision of adequate security and traffic control in and around the festival area.
- (5) Full disclosure of the festival's financial backing and the names of all persons who shall perform at it.
- (6) All other information or conditions as the Board may require.

STAFF RECOMMENDATION:

Staff Recommends the Board APPROVE the request for a 3-year Special Event permit by the Lake Mary/Heathrow Festival of the Arts Committee – Applicant; for a Special Event permit for an annual art festival to be held at 1120 - 1145 TownPark Avenue (Colonial TownPark) based upon the following conditions:

1. The event shall adhere to the following schedule:

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2. The Lake Mary/Heathrow Festival of the Arts Committee shall bring an updated copy of the event's site plan to the Seminole County Planning Division for review no later than 45 days prior to the commencement of the event in 2008 and 2009.

3. Any substantial changes to the event or site plan, as deemed by the Planning Manager, shall require a new Special Event permit.

ATTACHMENTS:

1. Festival Details
2. Site Plan
3. Legal Description

Additionally Reviewed By:

☒ County Attorney Review (Kathleen Furey-Tran)

21st ANNUAL LAKE MARY HEATHROW FESTIVAL OF THE ARTS

Seminole County Planning & Development Department Special Event Application Addendum

Enclosed, please find 6 copies of the sit plan

- A. Complete legal description of the property (please see attached legal description) Colonial TownPark – Corner CR 46a & International Parkway, Lake Mary**
- B. Dates/Times and duration of event:**
 - a. Sat 11/3/2007 Festival 9am – 5pm**
 - b. Sun 11/4/2007 Festival 10am – 5pm**
- C. Lake Mary Heathrow Festival of the arts is a Non-profit organization. The festival will be fully responsible for all finances**
Performers: Artists from around the country, Seminole County School children, local artists and musicians
- D. Food shall be sold by licensed vendors. The festival and Lake Mary Rotary will sell beer during the festival and concerts and will obtain proper insurance and permits.**
- E. Location of tents or temporary structures – please see site plan**
- F. All music and announcements will come from the stage located within the park area of Colonial TownPark (please see site plan for location)**
- G. Sanitation: The festival will provide port—o-lets, trash cans and dumpsters for the duration of the event**
- H. Patron parking will be in the parking lots behind the 100, 200 & 300 office buildings. Also - Free shuttle busses will transport patrons from free parking at 701 and 801 Intl. Parkway office bldg. parking lots to the festival**
- I. All medical issues will be handled by Seminole County Public Safety**
- J. Seminole County Sheriff's Department and Lake Mary Police Department will oversee all security and Traffic control for the events**

21st ANNUAL LAKE MARY HEATHROW FESTIVAL OF THE ARTS

Seminole County Planning & Development Department Special Event Application Addendum CONTINUED

SPECIAL REQUESTS:

- 1) Request for extended time frame of temporary wooden sign to promote the art festival.

The sign will be placed along CR46A in the grass – in front of Colonial TownPark. (please see attached document with sign specs)
The copy on the sign will read "Lake Mary Heathrow Festival of the arts November 3 & 4". We ask that the County allow the sign to go up October 1st and remain up until November 5th.

- 2) Request for a 3 year approval term

Each year the festival requests approval from Seminole County to hold the Festival at Colonial TownPark in Lake Mary. To expedite this process it is requested that rather than submitting an application annually that permission be granted at this time for this event occur in 3 successive years (2007, 2008, 2009)

All the applicable details of this event will remain the same annually and this will save time and effort for both the County and the Festival.

It is understood that any substantive changes with the event we would brought to the attention of the County in advance.

21st LAKE MARY HEATHROW FESTIVAL OF THE ARTS

At Colonial TownPark

NOVEMBER 3 & 4, 2007
Lake Mary, FL

background

The Lake Mary-Heathrow Festival of the Arts returns November 3 & 4 for the twenty first consecutive year, bringing more than 250 world renown artists to exhibit, and compete in this world class juried art show. The festival is designed to inspire an appreciation for quality art forms, as well as awarding college scholarships to local students desiring a higher education. The Lake Mary Heathrow Festival of the arts is a non-profit 501(c)3 organization that raises money through sponsorships and donations. This event will be highly targeted towards the affluent adult demographic ages 25-54 primarily in the Sanford/Lake Mary area. Approximately 45,000 patrons over the two day festival

Ranked by Sunshine Artists Magazine as "one of the best art festivals in the U.S.", the Lake Mary-Heathrow Festival of the Arts has been named "Seminole County's most prestigious event", and through the generosity of our corporate participants, has awarded more than 975 scholarships since 1986.

In addition to world-class art, this premier festival also features live entertainment, children's art displays and activities, a classic car show, and specialty foods throughout the weekend.

In total, the Lake Mary-Heathrow Festival of the Arts has invested well over \$7,500,000 million dollars in the community to educate, entertain and promote goodwill and support for the arts. The festival has also contributed more than \$990,000 to education.

The Lake Mary Heathrow Festival of the Arts is supported by the Festival Directors and committee members, Colonial Properties Trust, Seminole County, the City of Lake Mary, Seminole County School Board, and all four Seminole County Chambers of Commerce.

location

The 21st Annual Lake Mary Heathrow Festival of the Arts will take place at – Colonial TownPark just off the interchange of I-4 in Lake Mary., which is a unique village-like retail development in Lake Mary. Festival goers can shop for fabulous art, dine in one of the many fine restaurants at Colonial TownPark, or shop in the exquisite shops and boutiques.

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INTERNATIONAL PARK WAY

ALBERTSON'S

B1

VILLAGE DOW LN

A1

TOWN PARK AVE

A2

SUN TRUST

HAMPTON

COLONIAL CENTER PLACE

BLDG. #100

VILLAGE DOW LN

BLDG. #200

BLDG. #300

684 CARS

ARTIST RESIDENCES AND OFFICES

COLONIAL CENTER PLACE

ARBOR LN

BLDG. #400

BLDG. #500

BLDG. #600

BLDG. #700

BLDG. #800

BLDG. #900

BLDG. #1000

BLDG. #1100

BLDG. #1200

BLDG. #1300

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BLDG. #1500

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BLDG. #3800

BLDG. #3900

BLDG. #4000

BLDG. #4100

BLDG. #4200

BLDG. #4300

BLDG. #4400

BLDG. #4500

BLDG. #4600

BLDG. #4700

BLDG. #4800

BLDG. #4900

BLDG. #5000

EXHIBIT "A"

DESCRIPTION OF SHOPPING CENTER

A PORTION OF LAND LYING IN SECTION 31, TOWNSHIP 19 SOUTH, RANGE 30 EAST, SEMINOLE COUNTY, FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF THE SOUTHWEST 1/4 OF SAID SECTION 31, THENCE RUN N 89° 48' 51" W, ALONG THE SOUTH LINE OF SAID SOUTHWEST 1/4, A DISTANCE OF 199.13 FEET; THENCE DEPARTING SAID SOUTH LINE RUN N 00° 11' 09" E, A DISTANCE OF 107.42 FEET TO THE NORTH RIGHT-OF-WAY LINE OF COUNTY ROAD NO. 46A AS DEPICTED ON STATE OF FLORIDA RIGHT-OF-WAY MAP SECTION 77160-2436, SHEET 12 AND THE POINT OF BEGINNING; THENCE ALONG SAID NORTH RIGHT-OF-WAY LINE THE FOLLOWING TWO (2) COURSES, N 89° 48' 51" W, A DISTANCE OF 207.39 FEET; THENCE S 25° 18' 16" W, A DISTANCE OF 13.72 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF SAID COUNTY ROAD 46A AS DEPICTED ON SEMINOLE COUNTY ENGINEERING DEPARTMENT RIGHT-OF-WAY MAP FOR COUNTY ROAD 46A, PHASE 1, DATED 07-19-94 SHEET 4 OF 5; THENCE ALONG SAID NORTH RIGHT-OF-WAY LINE THE FOLLOWING THREE (3) COURSES, N 89° 48' 51" W, A DISTANCE OF 18.37 FEET; THENCE N 76° 21' 40" W, A DISTANCE OF 51.55 FEET; TO A POINT ON A NON-TANGENT CURVE CONCAVE SOUTHERLY HAVING A RADIUS OF 4655.66 AND A CENTRAL ANGLE OF 02° 52' 51"; THENCE FROM A TANGENT BEARING OF N 89° 55' 09" W, RUN WESTERLY ALONG THE ARC OF SAID CURVE, A DISTANCE OF 234.09 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF INTERNATIONAL PARKWAY NORTH AS DESCRIBED IN OFFICIAL RECORDS BOOK 2756, PAGE 1090, PUBLIC RECORDS OF SEMINOLE COUNTY, FLORIDA; THENCE DEPARTING SAID NORTH RIGHT-OF-WAY LINE RUN N 00° 03' 28" E, ALONG SAID EASTERLY RIGHT-OF-WAY A DISTANCE OF 1119.00 FEET; THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY, RUN S 89° 54' 35" E, A DISTANCE OF 310.59 FEET; THENCE S 68° 22' 50" E, A DISTANCE OF 42.16 FEET; THENCE S 90° 00' 00" E, A DISTANCE OF 281.20 FEET; THENCE N 00° 00' 00" E, A DISTANCE OF 131.27 FEET TO A POINT ON A NON-TANGENT CURVE CONCAVE NORTHERLY HAVING A RADIUS OF 926.00 AND A CENTRAL ANGLE OF 03° 31' 00"; THENCE FROM A TANGENT BEARING OF S 86° 17' 17" E, RUN EASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 56.83 FEET; THENCE S 89° 48' 37" E, A DISTANCE OF 374.84 FEET TO A POINT ON A NON-TANGENT CURVE CONCAVE EASTERLY HAVING A RADIUS OF 85.00 AND A CENTRAL ANGLE OF 17° 24' 44"; THENCE FROM A TANGENT BEARING OF S 09° 17' 25" E, RUN SOUTHERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 25.83 FEET TO A POINT ON A NON-TANGENT CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 620.00 AND A CENTRAL ANGLE OF 53° 36' 51"; THENCE FROM A TANGENT BEARING OF S 33° 53' 25" W, RUN SOUTHWESTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 580.16 FEET; THENCE N 90° 00' 00" W, A DISTANCE OF 335.05 FEET; THENCE S 00° 02' 39" W, A DISTANCE OF 387.82 FEET; THENCE N 87° 25' 23" W, A DISTANCE OF 125.16 FEET TO THE POINT ON CURVATURE OF A CURVE CONCAVE SOUTHERLY HAVING A RADIUS OF 980.00

STATE OF FLORIDA
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AND A CENTRAL ANGLE OF $01^{\circ} 47' 26''$; THENCE RUN NORTHWESTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 30.62 FEET TO A POINT ON A CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 24.50 AND A CENTRAL ANGLE OF $54^{\circ} 20' 48''$; THENCE FROM A TANGENT BEARING OF $S 54^{\circ} 20' 48'' W$ RUN SOUTHERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 23.24 FEET TO A POINT OF TANGENCY; THENCE $S 00^{\circ} 00' 00'' W$, A DISTANCE OF 214.28 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 49.50 AND A CENTRAL ANGLE OF $36^{\circ} 12' 26''$. THENCE RUN SOUTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 31.28 FEET TO THE POINT OF BEGINNING.

EXHIBIT "A"

DESCRIPTION OF PROPERTY

A PARCEL OF LAND LOCATED IN THE SOUTHEAST ¼ OF SECTION 31, TOWNSHIP 19 SOUTH, RANGE 30 EAST, SEMINOLE COUNTY, FLORIDA; DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHEAST ¼ OF SECTION 31, TOWNSHIP 19 SOUTH, RANGE 30 EAST; THENCE RUN S89°48'37"E, ALONG THE SOUTH LINE OF SAID SOUTHEAST ¼, A DISTANCE OF 693.91 FEET; THENCE DEPARTING SAID SOUTH LINE, RUN N00°11'23"E, A DISTANCE OF 95.75 FEET, TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF STATE ROAD 46-A (RIGHT-OF-WAY VARIES) AS SHOWN ON RIGHT-OF-WAY MAP SECTION 77160-2436 FOR STATE ROAD 400 (INTERSTATE 4), REVISED JULY 15, 1997; THENCE DEPARTING SAID NORTH RIGHT-OF-WAY LINE, CONTINUE N00°11'23"E, A DISTANCE OF 395.00 FEET; THENCE N37°00'00"W, A DISTANCE OF 191.52 FEET; THENCE N53°00'00"E, A DISTANCE OF 271.38 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHWESTERLY, HAVING A CENTRAL ANGLE OF 53°09'10" AND A RADIUS OF 183.00 FEET; THENCE RUN NORTHEASTERLY ALONG THE ARC OF SAID CURVE, A DISTANCE OF 169.77 FEET; THENCE DEPARTING SAID CURVE, RUN N89°50'50"E, A DISTANCE OF 379.10 FEET; THENCE S00°09'10"E, A DISTANCE OF 651.00 FEET, THENCE N89°48'37"W, A DISTANCE OF 300.00 FEET; THENCE S00°11'23"W, A DISTANCE OF 201.77 FEET TO A POINT ON THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF STATE ROAD 46-A (RIGHT-OF-WAY VARIES); THENCE, N89°48'37"W, ALONG SAID NORTH RIGHT-OF-WAY LINE, A DISTANCE OF 130.79 FEET; THENCE S00°11'23"W, ALONG SAID RIGHT-OF-WAY, A DISTANCE OF 8.00 FEET; THENCE N89°48'37"W, ALONG SAID RIGHT-OF-WAY, A DISTANCE OF 125.00 FEET, TO THE POINT OF BEGINNING.